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Office Memorandum • UNITED STATES GOVERNMENT

TO : C/Plans and Policy Staff

DATE: 25 August 1955

FROM : C/Junior Officer Training Program

SUBJECT: Weekly Activity Report #34
17-23 August 1955

A. SIGNIFICANT ITEMS

1. What promises to be a very effective training program and introduction to overseas operational training is the program worked out for JOT [] by FE-[] []. This is a pilot operation in which [] will work under an experienced Case Officer in this Country carrying out all phases of operational activity under highly controlled conditions before going to his overseas post. In so doing, he will be prepared to carry out assignments on arrival rather than go through the usual relatively long period of familiarization. It is hoped that it will be possible to work out similar training programs for JOT's with other elements of the Agency.

2. In a meeting with [] it was agreed that actions would be cut on candidates for the Program whose files and tests results were favorable before pre-employment medical and interviews had been conducted. These actions will be confirmed or cancelled after a final determination of the candidate's desirability has been made. The individual concerned will not be notified of processing his papers until the action has been confirmed. By following this procedure a great deal of time in processing will be saved in each case.

B. NORMAL ACTIVITIES

1. Meetings were held with the following officials: Messrs. [] NEA-[] training program for [] FE-2 [] program); [] O&M (processing JOT's); [] SRB (criteria for JOT candidates); [] IS (performance and attitude of JOT's and new procedures); [] OTR (JOT/OCS T/O problems); DTR and others (effects of the freeze on JOTP); [] OTR (paper on JOTP); [] IG (need for Greek speakers in SE); and [] OTR (tests results).

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2. Meetings were held with the following JOT's: [redacted]
(assignment to NEA-[redacted] (to meet his fiancé); [redacted] (TDY
training on the [redacted] (general discussion before
resignation); [redacted] (overseas assignment); also [redacted]
[redacted]

3. The following temporary attachments for on-the-desk training
have been made: [redacted] (IO-[redacted], [redacted] (NEA-[redacted] and [redacted] (NEA-[redacted]

4. The following have enrolled in the courses indicated:
CMT #14 - [redacted] CWC - [redacted]
[redacted] Spanish self-study - [redacted] and Reading
Improvement - [redacted]

5. [redacted] has been placed on military furlough to enter
[redacted] in the JOT/OCS Program.

6. [redacted] has received a letter of commendation for his
performance at [redacted]

7. [redacted] has indicated his intention to resign in order
to accept a direct commission as [redacted]
His principal reason for so doing is the uncertainty of qualifying
for the [redacted] OCS Program because of [redacted]
[redacted] Rather than take the chance of disqualification for OCS, it
seems wise for him to accept the commission.

8. The following have entered on duty and are scheduled to enter
BOC on 6 September 1955: [redacted]
[redacted]

9. Interviews were held with [redacted] JOT candidates. Three candidates
were rejected.

[redacted]

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